



Onondaga Civic Development Corporation

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OCDC Regular Meeting Agenda 8:30am Economic Development Conference Room March 9, 2017

8:30am Call to Order

- A. Approval of December 8, 2016 Meeting Minutes
- B. Treasurer's Report
- C. Payment of Bills
- D. Conflict of Interest

Action Items

1. Appointment of Brian M. Bartlett as Secretary and Public Hearings Officer

Board Action Requested: A Resolution of the Board approving Brian M. Bartlett as Secretary and Public Hearings Officer.

Representative: Julie Cerio, President/CEO, OCDC

2. SMG Grant

SMG is requesting a Grant in an amount not to exceed Sixty-Thousand Dollars (\$60,000.00) for the purchase of a self-sufficient mobile kitchen trailer. The mobile kitchen trailer would enhance food and beverage operations and increase opportunities for event development at County-owned facilities.

Board Action Requested: A Resolution of the Board granting funds not to exceed Sixty-Thousand Dollars (\$60,000.00) for the purchase of a self-sufficient mobile kitchen trailer and authorizing an officer of the Corporation to sign necessary contracts and documents.

Representative: Kelly Carr, President, SMG

3. Legal Services resolution and update on RFP's

The RFPs for Legal Service were returned by December 31, 2016. We received five responses to the RFP from local firms.

Board Action Requested: A Resolution of the Board selecting a local Law firm to provide legal services.

Representative: Julie Cerio, President/CEO, OCDC

4. Audit and Accounting Services resolution and update on RFP's

The RFPs for Audit and Accounting Services were returned by December 31, 2016. We received two responses to the RFP from local firms.

Board Action Requested: A Resolution of the Board selecting an accounting firm to provide Audit and Accounting Services.

Representative: Julie Cerio, President/CEO, OCDC

5. Accounts and Signature Authorization

M & T

First Niagara

Board Action Requested: A Resolution of the Board authorizing accounts and signature authority.

Representative: Nate Stevens, Treasurer

6. Appointment of Contractor

The Corporation appoints Management Service Agreement and Emergency Response Agreement for a one (1)-year period, at Hancock Air Park Property.

Board Action Requested: A Resolution appointing Maintenance Service Agreement and Emergency Response Agreement.

Representative: Julie Cerio, President/CEO, OCDC

7. Addcom Electronics

Addcom Electronics is requesting to purchase up to a one (1) acre lot, in the Hancock Airpark, at a rate of Thirty-Three-Thousand Dollars (\$33,000.00) per acre. The proposed lot is located at the southwest corner of Stewart Drive and General Irwin Blvd. The purpose of purchasing this lot is to relocate their operations and build a new headquarters.

Board Action Requested: A Resolution granting Julie Cerio authorization to enter into a contract selling OCDC real estate property, up to one (1) acre, at a rate of Thirty-Three-Thousand Dollars (\$33,000.00) per acre.

Representative: Julie Cerio, President/CEO, OCDC

8. Strathmore Huntley Group, LLC

Strathmore Huntley Group LLC is requesting that the maturity date of the June 30, 2017 OCDC loan be extended for six (6) months to December 31, 2017.

Board Action Requested: A resolution authorizing the extension of the maturity date of the OCDC loan to the Strathmore Huntley Group be extended for six months.

Representative: Anthony D'Elia and Brenda Colella/ Strathmore Huntley Group, LLC